

IMMEDIATE ACTION



DEPARTMENT OF THE AIR FORCE
Headquarters Air Force Reserve Command
155 Second Street
Robins AFB GA 31098-1635

PUBLISHING BULLETIN 11

16 June 1999

ATTENTION***ATTENTION*****ATTENTION**

AFRCEPL (AFRC CD-ROM): Requirements for the August CD must reach HQ AFRC by 14 July 1999.

ATTENTION***ATTENTION*****ATTENTION**

Customer requirements for publications listed in Part I, Section A, are due in servicing PDO by _____.
Subaccount representatives (SAR) forward requirements to arrive CAR by _____.

PART I--PUBLICATIONS

Section A--Functional (F) Requirements

1. Customers submit requirements to their PDOs/RPDOs; written justification must accompany order when requirements are submitted for publications that are available electronically. PDOs/RPDOs consolidate requirements and print for initial distribution only where paper requirements are fully justified. Superseded publications remain current until those listed below are published.

NOTE: "New publications not previously announced" contains only new publications that do not supersede previous publications. "Converted publications" lists those publications which are being issued under a new number and which supersede previous publications.

New publications not previously announced: Not used.

Technical Order Supplements: Not used.

Converted publications: Not used.

Section B--Gaining Command Publications Information

2. Gaining command publications listed below apply to AFRC units shown in parentheses and will be included in AFRCIND2: Not used.

3. Please delete from AFRCIND2: Not used.

Section C--Being Processed

4. The following publications have been received for editing in SCSIP and will be announced under Section E--Publications Distributed when completed:

AFRCI36-2001, Recruiting Accession Procedures for the United States Air Force Reserve (Supersedes AFRCI36-2001, 1 Oct 96)

AFI31-401AFRC1, Information Security Program Management (AFI31-401AFRC1, 7 Jul 95)

Section D--Obsolete

5. The following publications are rescinded. These actions will be reflected in the next issue of AFRCIND2:

AFRCRP 33-1, CommInfo News

Section E--Publications Distributed

6. Paper publications distributed by CPDC between 19 May – 2 Jun 99: Not used.

7. The following publications were added to the AFRC Publishing Web Page for the period 19 May – 2 Jun 99:

Air Force Reserve Command (AFRC)

AFI11-402AFRC1, 15 Apr 99 (s/s AFI11-402AFRC1, 9 May 97)

AFI13-202AFRC1, 15 Apr 99 (s/s AFI13-202AFRC1, 7 Oct 96)

AFI14-105AFRC1, 1 May 99 (s/s AFI14-105AFRES1, 14 Mar 97)

AFI21-103AFRC1, 15 Apr 99 (s/s AFI21-103AFRES1, 2 Feb 98)

AFI24-301AFRC1, 15 Apr 99 (s/s AFMAN24-309AFRC1, 17 Apr 98)

AFI32-4002AFRC1, 22 Mar 99 (s/s AFRESI32-4001, 6 Oct 95)

AFI33-322AFRC1, 1 May 99 (s/s AFI37-122AFRES1, 25 Oct 96)

AFI36-2848AFRC1, 22 Mar 99 (s/s AFI36-2848AFRC1, 8 Nov 96)

Section F—General Information

8. Not used.

PART II—FORMS**Section A—Requisitions**

9. EF and electronic LRA versions of forms are available only by downloading from the AFRC CPDL and the AFRC web site. Unit CARs follow local procedures when requisitioning from servicing RPDOs.

New: Not used.

Revised: The following AFRC forms have been redesigned for use with FormFlow 2.15 and all are being released as version EF-V1, Jan 99. The actual dates at the bottom of the form have not changed. Each form will have a new 8-character file name to match the naming convention specified by Air Force Publishing. Each of these forms also has the default data file set to point to the C:\FORMDATA directory where all data should be saved. Unless otherwise indicated, these forms will be available on the AFRC publishing web page o/a 25 Jun 99. Changes to these forms are as follows: All date fields have been converted to Y2K compatibility with a format of YYYYMMDD (19990630 for 30 Jun 1999). Also, the data format has been changed from ASCII to dBase. If you have existing data in ASCII that you wish to save, use the "translate" function in FormFlow to translate the data from ASCII to dBase and change the data file name from .fil to .dbf. Another option is to copy the old form and its associated .fil and .ffl files to a floppy for future reference. All previous "date" entries will be lost if the data is not translated BEFORE the old data is loaded into the redesigned form. Look at "Translate Dialog" in the FormFlow Help Screens for assistance.

Form No.	New File Name	Form No.	New File Name	Form No.	New File Name
AFRC1	RE000100	AFRC53	RE005300	AFRC138 (S&U AFRC/DPCS)	RE013800
AFRC4	RE000400	AFRC54	RE005400	AFRC139	RE013900
AFRC5	RE000500	AFRC55	RE005500	AFRC139a	RE0139A0
AFRC7	RE000700	AFRC56	RE005600	AFRC140	RE014000
AFRC8	RE000800	AFRC57	RE005700	AFRC141	RE014100
AFRC10	RE001000	AFRC59	RE005900	AFRC147	RE014700
AFRC12	RE001200	AFRC59a	RE0059A0	AFRC147a	RE0147A0
AFRC13	RE001300	AFRC63	RE006300	AFRC147b	RE0147B0
AFRC14	RE001400	AFRC64	RE006400	AFRC147c	RE0147C0
AFRC20	RE002000	AFRC68	RE006800	AFRC147d	RE0147D0
AFRC21	RE002100	AFRC69	RE006900	AFRC147e	RE0147E0
AFRC24	RE002400	AFRC71	RE007100	AFRC147f	RE0147F0
AFRC25a	RE0025A0	AFRC72	RE007200	AFRC157	RE015700
AFRC25b	RE0025B0	AFRC72a	RE0072A0	AFRC163	RE016300
AFRC26	RE002600	AFRC73	RE007300	AFRC164	RE016400
AFRC27	RE002700	AFRC81	RE008100	AFRC165	RE016500
AFRC28	RE002800	AFRC83	RE008300	AFRC171	RE017100
AFRC28c	RE0028C0	AFRC102	RE010200	AFRC172	RE017200
AFRC30	RE003000	AFRC106	RE010600	AFRC173	RE017300

Form No.	New File Name	Form No.	New File Name	Form No.	New File Name
AFRC31	RE003100	AFRC111	RE011100	AFRC174	RE017400
AFRC33	RE003300	AFRC116	RE011600	AFRC175	RE017500
AFRC37	RE003700	AFRC118	RE011800	AFRC176	RE017600
AFRC39	RE003900	AFRC119	RE011900	AFRC177	RE017700
AFRC40	RE004000	AFRC121	RE012100	AFRC178	RE017800
AFRC41	RE004100	AFRC124	RE012400	AFRC261	RE026100
AFRC42	RE004200	AFRC125	RE012500	AFRC303	RE030300
AFRC48	RE004800	AFRC136	RE013600		
AFRC49	RE004900	AFRC137	RE013700		

Section B—Local Reproduction

10. Not used.

Section C—Obsolete

11. Not used.

Section D--General Information

12. Effective immediately, when ordering publications and forms from the AFRC CPDC (HQ AFRC/SCSID), please address all e-mail to pdosafr@afrc.af.mil.

13. The following forms are excess and may be ordered from bryan.vetovitz@nxx.afres.af.mil:

AF10	OC95	Unit Personnel Record Group	213
AF79	MR87	Cash Collection Record	500
AF94	JA78	Air Baggage Claim Tag	94
AF110	JN72	Individual Incident Reference Record	280
AF124A	MR87	Multiline Publications/Forms Requisition	873
AF147	FB85	Dinning Hall Stock Record	99
AF186	JN80	Individual Record Education Service Program	158
AF241	FB79	Microfiche Charge Out Record	59
AF265	MR91	AFO Payment Authorization	210
AF505	OC69	Accountable Forms Stock Control Record	166
AF508	FB77	Forms Stock Control Record	514
AF512	AU93	Change Of Address/Telephone Number	760
AF523	FB98	USAF Authorization to Bear Firearms	275
AF533	DE84	Certificate of Compliance-Private Owned Vehicle Registration	397
AF561	AP95	Base Civil Engineer Weekly Work Schedule	116
AF574	AU84	Distribution Record	213
AF575	OC78	Reorder Marker and Inventory Control Record	626

AF594	NO90	Application and Authorization to Start, Stop or Change BAS/BAQ or Dependency Redetermination	358
AF614A	MA71	Charge Out Record	128
AF629	JN87	Small Arms Hand Receipt	484
AF764	JL87	Publications Requirement	97
AF764A	FB88	Requisition and Requirement Request	3777
AF807	FB69	Receipt for Prisoner's Personal Property	490
AF824	SE91	Daily Fuels Request and Servicing Log	1904
AF985	MA90	Report of Travel Time/Leave (Jumps)	128
AF987	JL90	Recertification Statement for (BAS)(BAQ)(VHA)	1000
AF992	JL72	ADPE Identification	4242
AF1007	JL83	Education Services Program Report	28
AF1032	MA88	WRM Spares List	317
AF1058	AU90	Unfavorable Information File Action	49
AF1063	SE79	Quality Control Record	99
AF1118	JA82	Notice of Hazard	49
AF1165	FB84	Monthly High Temp Water Plant Operational Log	178
AF1226	JA82	Pulmonary Function Studies	111
AF1231	JN82	Record of Receipts	118
AF1233	AU78	Bulk Storage Summary	365
AF1313	MA85	Driver Record	76
AF1339	JA95	Dinning Hall Signature Record	329
AF1380	NO68	Record of Off Base Mileage	616
AF1422	JL85	Receipt for Treasury Checks	129
AF1432	JN56	Real Property Accountable Record Miscellaneous Structures	124
AF1433	JN56	Real Property Accountable Record-Plants	493
AF1434	JA67	Real Property Accountable Record-Pavements	515
AF1435	FB61	Real Property Accountable Record-Land	97
AF1438	JN56	Inventory Detail-Buildings	129
AF1450	SE63	Real Property Accountable Record Supplemental Card	71
AF1477	JL80	Construction Inspection Record	40
AF1480	MR85	Summary of Care	200
AF1509	JL83	Word Processing Work Request	98
AF1745	NO90	Address Change Form	1399
AF1784	SE84	Forms Traveling Requisition	515
AF1823	DE79	Vehicle and Equipment Work Order	151
AF1829	JA82	Refueling Equipment Inspection Data Record	46
AF1831	JN80	Indirect Labor Time Card	114
AF1879	FB83	BCE Job Order Record	54
AF1958	NO82	Local Testing Answer Sheet	579
AF1969	MA91	Officer Uniform Allowance Certification	1179
AF1994	MA85	Fuels Issue/Defuel Document (DOD)	3854
AF2009-1	MR68	Manual Supply Accounting Record	969
AF2032	OC82	LA Inspection Extension	330
AF2075	OC87	Job Analysis Worksheet	25

AF2086	OC88	AF Organizational Excellence Award Certificate	62
AF2206	JN87	Program Layout Format	53
AF2209	SE84	Nonappropriated Fund Order for Supplies or Services	27
AF2224	AP85	Air Force Commendation Medal	218
AF2232	JA81	Air Medal	300
AF2299	MR83	Gallon Blood Donor Citation	150
AF2383	SE74	Prescriber Information	120
AF2414	AP77	Verification Worksheet	1450
AF2506	OC82	Reservation for Individuals	253
AF2507	OC82	Reservation for Groups	498
AF2561	JN90	Contributions to AF Assistance Fund	86
AF2681	OC84	Personnel Data Guide and Skills Assessment Checklist	44
AF2684	OC84	Personnel Data Guide and Skills Assessment Operating Room Nurse	47
AF2751	JA81	Bulk Material Sampling Data	26
AF2752B	FB85	Environmental Sampling Data	199
AF3001	JA84	IFB Information	100
AF3033	JN87	Certificate of Appreciation	1581
AF3034	JN87	Certificate of Commendation	30
AF3052	JA88	Construction Cost Estimate Breakdown	530
AF3127	OC83	General Purpose (8 1/2 X 11)	1234
AF3139	FB84	General Purpose (14 X 8 1/2)	117
AF3143	SE84	General Purpose (14 X 8 1/2)	768
AF3154	SE85	General Purpose (14 X 8 1/2)	442
DD4-1-2	MA88	Enlistment/Re-Enlistment Document-Armed Forces of the United States	730
DD215	JL79	Correction to DD214, Certificate of Release or Discharge from Active Duty	199
DD256AF	NO51	Honorable Discharge Certificate	421
DD363AF	AU63	Certificate of Retirement	94
DD460	MA51	Provisional Pass	1853
DD686	NO73	Fluoride/Bacteriological Examination of Water	169
DD1380	DE91	US Field Medical Card	70
DD1408	DE87	Armed Forces Traffic Ticket	1200
DD1556	MR87	Request Authorization Agreement, Certification of Training and Reimbursement	227
DD1561	AP77	Statement to Substantiate Payment of Family Separation Allowance	76
DD1588	JA67	Record of Travel Payment	153
DD1907	SE94	Signature Tally Record	286
DD2130-1	DE88	C-5A/B Cargo Manifest	201
DD2130-2	DE88	C-130A/B/E/H Cargo Manifest	216
DD2130-3	DE88	C-141B Passenger/Cargo Manifest	232
DD2130-6	DE88	KC-10A Cargo (17 Pallets Configuration) Manifest	538
DD2130-7	DE88	KC-10A Cargo (23 Pallets Configuration) Manifest	90
DD2130-8	DE88	DC8-50 Series F/CF Cargo Manifest	662
DD2130-9	DE88	DC8-61/71-63/73F/CF Cargo Manifest	695

DD2130-10	DE88	DC8-62CF Cargo Manifest	739
DD2130-12	DE88	B 747-100F/200C/200F Cargo Manifest	530
DD2167	NO78	Job Phase Calculation Sheet	323
DD2280	AP87	Armed Forces Finger Print Card	55
DD2504	OC87	Abandoned Vehicle Notice	251
DD2505	OC87	Abandoned Vehicle Removal Authorization	243
DD2506	OC87	Vehicle Impoundment Report	320
DD2507	OC87	Notice of Vehicle Impoundment	570
DD2521	DE88	Hazardous Chemical Warning Label (8 1/2 X 11)	801
DD2522	DE88	Hazardous Chemical Warning Label (4 X 6)	3656
SF44	OC83	Purchase Order Invoice Voucher	350
SF75	JA89	Request for Preliminary Employment Data	78
SF87	AP84	Fingerprint Chart	134
SF98A	FB73	Notice of Intention to Make Service Contract and Response to Notice	56
SF127	JL86	Request for Official Personnel Folder	28
SF215	MA90	Deposit Ticket	150
SF252	OC83	Architect-Engineer Fixed-Price Contract	274
SF293	JL89	Notice to Separated Employee Concerning Disposition of Official Personnel Folder	177
SF308	MA85	Request for Wage Determination and Response to Request	123
SF546	FB95	Chemistry I	600
SF549	JL78	Hematology	750
SF550	AP77	Urinalysis	93
SF551	JN77	Serology	266
SF557	MR77	Miscellaneous	250
SF1034A	OC87	Public Voucher for Purchases and Services Other Than Personal	119
SF1049	SE73	Public Voucher for Refunds	58
SF1081	SE82	Voucher and Schedule of Withdrawals and Credits	60
SF1096	SE82	Schedule of Voucher Deduction	257
SF1098	JL80	Schedule of Canceled or Undelivered Checks	60
SF1149	MR82	Statement of Designated Depository Account	671
SF1170	FB89	Redemption of Unused Tickets	1136
SF1174	JN72	Claim for Unpaid Compensation of Deceased Member of the Uniformed Service	603
SF1413	JN89	Statement of Acknowledgment	32
SF1415	OC83	Consent Surety and Increase of Penalty	32
SF1417	AU90	Pre-Solicitation Notice	33
SF1421	OC83	Performance Evaluation	40
SF2804	JA95	Application to Make Voluntary Contributions	49
SF2808	MA93	Designation of Beneficiary, Civil Service Retirement System	119
SF2809A	JN90	Federal Employee's Health Benefits Program Information for Federal Employees and USPS Employees	59
SF2810	JA90	Notice of Change in Health Benefits Enrollment	367
SF2818	FB93	Continuation of Life Insurance Coverage as a Retiree or Compensation	59

OF74	JL73	Method II Packaging	230
OF83	OC91	NMCS	183
OF85	SE73	Fragile-Magnetic Tape Label	76
TSP1	FB91	Thrift Saving Plan (TSP) Election Form	199
TSP3	OC96	Thrift Saving Plan (TSP) Designation of Beneficiary of Spouses Consent	112
CA3	JN88	Report of Termination of Disability and/or Payment	130
CA5	MR89	Claim for Compensation by Widow, Widower, and/or Children	185
CA6	NO86	Official Superior's Report of Employee's Death	364
CA7-20	JA97	Claim for Compensation on Account of Traumatic Injury or Occupational Disease	29
CA10	AU87	What a Federal Employee Should Do When Injured at Work	407
CA16	OC88	Authorization for Examination and/or Treatment	336
OPM1170/17	JA92	List of College Courses	38
OPM1482	FB93	Agency Certification of Status Re-employed Annuitants	62
FD258	DE82	Fingerprint Chart	1062
VA21-8951	JN89	Declaration of Benefits Received and Waivers	183
VASGLV8285	MR94	Request for Insurance	82
AFRES18	MR98	Family Appreciation Certificate	33
AMC20	DE92	Baggage Claim Ticket	2500
AMC77	OC94	Aircraft Ground Handling Log	197
AMC356	AP93	Movement Flow Chart	31
AMC396	JL92	FCIF Currency Record	466
AMC500	FB98	Certificate Border (Template)	232
AMC457	JL92	Flight Evaluation Folder Tabs	47
AFTO104	AP71	First Aid/Survival Kit Inspection Certificate	172
AFTO108	NO84	TDME Certification	5032
AFTO110	AP85	Technical Order/CPIN Distribution Record	349
AFTO110A	JA86	Technical Order/CPIN Distribution Record Part III Continuation	408
AFTO110B	MR88	Technical Order/CPIN Distribution Record Part IV Continuation	182
AFTO131	DE81	Technical Order Index Routine & Annual Check	83
AFTO255	OC62	Notice Certification Void when Seal is Broken	237
AFTO256	OC62	No Calibration Required	80
AFTO276	NO93	Special Requisition for AF Technical Order/CPIN	1561
AFTO290	JL88	Aerospace Vehicle Delivery Receipt	74
AFTO350	JA93	Repairable Item Processing Tag	2445
AFTO391	MA82	Parachute Log	151
AFTO394	MR86	TMDE Certification	1872
AFTO422	JL93	Differential Pressure Log	79
AFTO466	JN84	Life Preserver Data	547

The following forms are excess and may be ordered from diane.eckstein@msp.afres.af.mil.

AF144	DE95	Top Secret Access Record and Cover Sheet	85
AF3139	FB84	General Purpose (14 x 8 ½)	242

FOR THE COMMANDER

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